

Fairfax County Pre-Disaster Recovery Plan (PDRP)  
PDRP Steering Committee Meeting no. 10  
September 7, 2011; 3:00pm  
MPSTOC, rm. 2104/2106

16 people in attendance, including OEM staff and Witt contractors

Welcome and (re)introductions

- Amanda (FFX OEM) led Round Table for Organizational updates
- Spreadsheet passed around to assign agency staff to breakout sessions at the PDRP Summit

Review New Draft Plan Elements

- Hal (Witt) discussed work presented at the last SC Recovery Coordinator and Policy Board, LTCR Branch

Review New Draft Plan Elements

- Hal (Witt) discussed new content including the Command & General Staff Job Aids, and the Planning Process Description (in Sec. 1)
- Encouraged members to review new text on the sharepoint site
- County execs and Supervisor McKay were briefed on the general structure and no big issues were identified
- No other board members are scheduled to be briefed officially by Witt staff, but Dave has conducted outreach to various board members to ensure they know what is being done
- The Board will have a chance to conduct a full review of the text prior to authorization
- Person mentioned the review of individual plan sections by subject matter committee of the Board (i.e., Housing, Legal) – Amanda responded by briefing the individual committees on the particulars of their individual topic – scheduling may be an issue due to when these committees meet
- Hal mentions the current version of the LTCR Branch Annex
- Hal mentions a new version of Section I introduction highlighting an expanded planning process inclusive of the summit and other events that have taken place of the course of the development of the plan
- Hal describes the new position job aid style checklists
- Comments on new plan elements are due by the 21<sup>st</sup>

Discuss PDRP Draft Review Process (Amanda/ FFX OEM)

- Begins the second week of October discussed by Amanda
- Plan will go to EMCC Sub-Committee and will be up on the internet for public review for 30 days
- There is no standard for the review process or crosswalk due to a lack of comprehensive public guidance so the 30 days follows in line with the review period for the HMP process

#### Discuss PDRP Summit (Amanda/ FFX OEM)

- Co-facilitation roles mentioned and the names are identified on the schedule
- The 4<sup>th</sup> session will be a repeat of the LTCR session
- Time allowed for check-in through registration period
- Program officially starts at 8, but the people involved in production and facilitation should arrive at 7
- Craig Fugate may be in attendance
- Oliver Davidson will be speaking
- Closing will include special recognition of the Steering Committee
- Raffle prizes at the conclusion as well
- Business cards are important to bring for the raffle
- 25 seats left for the summit
- OPA and Ch. 16 will be taping living, as well as preparing a press release
- Hal will take care of the wrap-up and next steps for the plan review
- Someone brought up the Long Term Community “Revitalization” as an incorrect term for the actual content of the session – Amanda responded that she wanted to be more clear about the differences between LTCR and the PDRP
- Facilitator/Co-Facilitator packet will go out next Tuesday or Wednesday
- Part of the walk-through will be to get to know their counterparts